



FULL-TIME CLINICAL SUPERVISOR

Frederick Institute in Frederick, Maryland is seeking a full-time Clinical Supervisor to provide Supervision to all Clinical Staff.

Early morning hours. Shift: 5:15 a.m. to 1:30 p.m.

Must be Licensed by the Board of Professional Counselors with a LCPC, LCADC, or CAC-AD (*with Approved Alcohol and Drug Supervisor letter*). Computer skills are a must.

Email resumes to humanresourcesats@gmail.com

The Clinical Supervisor will be responsible for a full range of clinical and therapeutic services. Regularly supervises counselors in all aspects of their administrative and professional functions. Provides guidance and training to the clinical staff. Participates in all supervisory functions within the Program. Works with the Executive Director in assisting them in the administration and management of the clinical operations of the Program.

The Clinical Supervisor will also be responsible facilitating Clinical Team Meetings, Case Management Meetings and Continuous Quality Improvement Meetings.

1. Provides direct face to face supervision to all clinical staff and clinical consultants. Regularly documents progress notes on all supervisees.
2. Participates in the selection, evaluation and when necessary, the termination of counseling staff. Completes ongoing evaluations of each supervisee for the purpose of probation and job performance.
3. Participates in the development and maintenance of policies and procedures relative to both professional standards and clinical operations.
4. Provides Quality Records Review.
5. Provides direct intervention or support to other clinical staff in regards to de-escalation of hostile clients in an attempt to alleviate crisis conditions.
6. Represents the Program to individual regulatory agencies or accreditation bodies. Responsible for completion of Quality Improvement Plans in coordination with the Executive Director.
7. Will verify the experience, education and ongoing competence of the staff.
8. Responsible for collection and completion of all information management and outcome data.
9. Performs other job-related duties as assigned by the Executive Director.

This is a salaried position. All employees have a generous benefits package that includes accrued leave time, health benefits (after 90 days probationary period), paid time off for all Maryland State holidays and retirement plan (after one year of employment).

For more information, visit our website at: <http://www.addictiontreatmentsystems.com/frederick-institute>